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Security Information

Ree mgmt
5-1-3

Chief, Physical Security Branch, Security Office

29 May 1953

Chief, General Services Office

Plans for Proposed Records Center.

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1. Attached are two floor plans of the Cinder Block Building located at [REDACTED] showing the alterations and shelving required for the proposed records center.

2. The center will house semi-active classified records stored in corrugated cardboard boxes on open steel shelving. Records carrying the "Top Secret" classification will be similarly stored in the specially constructed vault shown on the plans.

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3. These plans were reviewed informally by Messrs. [REDACTED] of the Security Office. They made certain recommendations which have been incorporated on the attached plans.

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4. It is requested that the layout be carefully checked from the security and safety standpoints. We will be pleased to receive your approval or any comments you may wish to make.



Attachments:

(2) floor plans

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GSO/JDK:rk

Distribution:

2 - Addressee
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Interim Records Center ✓

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